

Pursuant to Section 19.84, notice is hereby given to the public:

**BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD**  
**Tuesday, December 19, 2017 – 3:30 PM**  
**Syble Hopp School**

Agenda:

1. Action Item: Call to Order
2. Open Forum
3. Action Item: Approval of November 21, 2017 Minutes  
RECOMMENDED MOTION: That the minutes from the November 21, 2017 Board meeting be approved.
4. Action Item: Approval of Agenda  
RECOMMENDED MOTION: That the agenda for today's meeting be approved.
5. Action Item: Donations  
RECOMMENDED MOTION: That this month's donations be approved.
6. Action Item: Payment of Bills  
RECOMMENDED MOTION: That the payment of the bills be approved.
7. Discussion Item: Department Presentation – Occupational Therapists
8. Discussion Item: Administrators' Report
9. Discussion Item: Parent Organization Report
10. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute stats 19.85 (1)(c) pursuant to employment and compensation.
11. Action Item: Teacher and Therapist Compensation Increase for the 2017-18 School Year  
RECOMMENDED MOTION: That the recommended individual salary adjustments and a 1.5% salary increase for all teachers and therapists, retroactive to September 1, 2017, be approved.
12. Action Item: Administrative Compensation Increase for the 2017-18 School Year  
RECOMMENDED MOTION: That a 1.5% salary increase for administrators, retroactive to July 1, 2017, be approved.
13. Action Item: Adjournment  
RECOMMENDED MOTION: That the December 19, 2017 Brown County Children with Disabilities Board meeting be adjourned.

"Any person wishing to attend who, because of disability requires special accommodation, should contact Syble Hopp School at 336-5754 by 3:00 p.m. on Monday, November 20, 2017 so arrangements can be made."

Support Information #3

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, November 21, 2017

Board Members Present: S. King, B. Clancy, J. Mitchell, L. Franke

Others Present: A. Nizzia, C. Maricque, J. Driessen, K. Pahlow . N. Kohls, J. Titera, C. Jensky, S. Johnson, F. Scheurer

S. King called the meeting to order at 3:33 PM.

1. Action Item: Call to Order
2. Action Item: Approval of October 17, 2017 Minutes

**Motion made by L. Franke , seconded by J. Mitchell , that the minutes from the October 17, 2017 Board meeting be approved. MOTION CARRIED UNANIMOUSLY.**

3. Action Item: Approval of Agenda

**Motion made by B. Clancy , seconded by L. Franke , that the agenda for today's meeting be approved. MOTION CARRIED UNANIMOUSLY.**

4. Action Item: Addition of Open Forum to Agenda  
Kim discussed the rational for adding an Open Forum to the Agenda.

**Motion made by L. Franke , seconded by B. Clancy , that an Open Forum agenda item be added to the regularly scheduled Board meeting agendas. MOTION CARRIED UNANIMOUSLY.**

5. Action Item: Donations

Donations for November included proceeds for Camp SOAR and Hopp Needs from several Knights of Columbus Councils, many art and craft supplies, coats, magic show tickets and toys.

**Motion made by J. Mitchell , seconded by L. Franke, that this month's donations be approved. MOTION CARRIED UNANIMOUSLY.**

6. Action Item: Payment of Bills

The expenses from October 1, 2017 thru October 31, 2017 were reviewed and discussed. Carolyn indicated that a portion of the CESA payment was reimbursed by CESA in November. The CESA position also provides services to West DePere and DePere, so the CESA contract was reviewed with the other districts and updated to reflect the caseload for each of the districts.

**Motion made by J. Mitchell, seconded by B. Clancy, that the payment of the bills be approved. MOTION CARRIED UNANIMOUSLY.**

7. Action Item: Financial Report

A summary of the Revenue and Expenditures as of October 31, 2017 were reviewed and discussed. Carolyn explained the larger expenses in detail. Building operational expenses included the summer expenses of the painting of the lockers and hallways and the installation of the base boards. Approved leave for several staff created the substitute funds to be over budget. Payments for hours worked in the summer for aide positions occur at the beginning of the year, so this will even out by end of the school year. By the end of the year the negative balances should be offset by savings in other areas or the remaining activity for the area.

**Motion made by B. Clancy, seconded by L. Franke, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.**

8. Action Item: 2017-18 Budget Adjustment

At the County Board Budget Meeting on November 7, 2017, an additional \$86,000 in levy was approved to help fund the health insurance premium increase. This adjustment will be made in Alio.

**Motion made by L. Franke, seconded by J. Mitchell, that the budget adjustment to increase property tax and health insurance premiums by \$86,000 be approved. MOTION CARRIED UNANIMOUSLY.**

9. Discussion Item: Speech and Language Department Presentation

Abbie introduced speech therapist J. Titera, S. Johnson, and F. Scheurer. Together, they shared an overview of their responsibilities, the importance of communication, equipment that is used for students to reach their goals and how devices are used at home and out in the community. A challenge of the role includes paper work that is involved with grant writing, IEPs and monthly MA billing.

10. Discussion Item: Administrators' Report

Abbie Nizzia, Principal: Thanked the Board for the staff treats this year. Several staff members have been attending conferences this fall and will report back ideas and resources to our staff at staff meetings.

John Driessen, Special Ed Director: Several district staff members are attending training on Leveled Literacy Intervention (LLI) as well as a math recovery program and training in Early Childhood assessments and curriculum. John is working with the district to help with associated fees and payment for substitutes.

Kim Pahlow, Administrator: Kim reported that the leadership team is working on entering and submitting accurate state required data to the Department of Public Instruction (DPI) by the required deadlines. The data that is entered affects our funding and financial reimbursements. The Compensation Committee consisting of staff and therapists met, set operating norms and will be looking at compensation plans. Teachers/Therapists have been working on their Professional Growth Plan

and meeting with either Kim, Abbie or John to discuss their professional growth goals and plans for providing student learning throughout the year. Kim attended a WSPA conference to learn more about the DPI decision to have active teaching licenses turn into a lifetime license. DPI is still working out all the details and have not yet addressed CDEB schools. The duplex on Patrick Henry Way was sold.

**11. Discussion Item: Parent Organization Report**

The PO has a fundraiser planned for December 2<sup>nd</sup> at Barnes and Noble. Volunteers are needed to work at the welcome desk and wrap gifts. Proceeds from the sales will go to the PO. Planning is also underway for the annual Winter Blast.

**12. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute stats 19.85 (1)(f) pursuant to personnel.**

**Motion made by L. Franke, seconded by B. Clancy, to move to Executive Session. MOTION CARRIED UNANIMOUSLY.**

**Returned to open session at 4:55.**

**13. Action Item: Adjournment**

**Motion made by J. Mitchell , seconded by L. Franke , to adjourn the meeting at 4:56 PM. MOTION CARRIED UNANIMOUSLY.**

## Support Information #5

# Syble Hopp School

## Support Information #6

Report Date 12/12/17 02:30 PM  
 Check Date 11/01/17 - 11/30/17

### SYBLE HOPP SCHOOL

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount	
							Vendor Total	Check Total
CC AUTOMATED COMFORT CONTROLS	100051	11/17/17	19960		Service Roof Top Unit 2	8-10-100-323-253000-019-000000-2	42.50	42.50
DVANCED DISPOSAL SERVICES INC	112401	11/14/17	B80000602508		Trash Collection & Extra Container	8-10-100-323-253000-019-000000-2	143.84	143.84
ELLCOM	101353	11/28/17	311818		Monthly Phone Service	8-10-100-355-263300-019-000000-2	140.02	140.02
ISA #10	113272	11/14/17	8416		Alio Software Hosting Services	8-10-800-386-252000-019-000000-2	437.50	437.50
UNTRY VISIONS COOPERATIVE	112876	11/07/17	1036914 10/17		Gas for Lawn Mower & Snow Blower	8-10-100-411-253000-019-000000-2	35.99	35.99
		11/07/17	1036914 10/17		Screws, Making Keys, WD-40	8-10-100-411-253000-019-000000-2	19.85	19.85
		11/07/17	1036914 10/17		Gas for Bus	8-27-100-348-256610-011-000000-2	106.12	106.12
		11/07/17	1036914 10/17		Vehicle Inspections	8-27-100-344-256750-011-000000-2	20.00	20.00
PERE Y-MART	114547	11/17/17	SYBLEHOPP 10/17		Fuel for School Vehicles	8-27-100-348-256610-011-000000-2	248.56	248.56
						Check Total	248.56	248.56
						Vendor Total		248.56

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**SYBLE HOPP SCHOOL**  
Vendor Detail Report

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
JP Morgan Chase	801000						
	0100001108	11/07/17	SYBLEHOPP 10/17		COPY Paper School Use	8-27-100-417-158000-019-000000-2	159 .95
	0100001108	11/07/17	SYBLEHOPP 10/17		DPI License Fee for GH	8-27-100-290-256250-019-000000-2	100 .00
	0100001108	11/07/17	SYBLEHOPP 10/17		Fingerprints for DPI	8-27-100-290-256250-019-000000-2	34 .75
	0100001108	11/07/17	SYBLEHOPP 10/17		License for GH	8-27-100-290-256250-019-000000-2	350 .00
	0100001108	11/07/17	SYBLEHOPP 10/17		Membership Renewal K Pahlow	8-27-800-941-232100-019-000000-2	9 .90
	0100001108	11/07/17	SYBLEHOPP 10/17		Mailing Box Tops	8-27-800-353-232100-019-000000-2	245 .00
	0100001108	11/07/17	SYBLEHOPP 10/17		Postage Stamps	8-27-800-353-232100-019-000000-2	35 .00
	0100001108	11/07/17	SYBLEHOPP 10/17		Gift Card Classroom	8-27-100-411-158000-019-000000-2	
	0100001108	11/07/17	SYBLEHOPP 10/17		Supplies J Morrissey	8-27-100-411-158000-019-000000-2	
	0100001108	11/07/17	SYBLEHOPP 10/17		Medium & Large Gloves for	8-27-100-411-158000-019-000000-2	321 .40
	0100001108	11/07/17	SYBLEHOPP 10/17		School Use	8-27-100-411-158000-019-000000-2	
	0100001108	11/07/17	SYBLEHOPP 10/17		Gift Card Classroom	8-27-100-411-158000-019-000000-2	100 .00
	0100001108	11/07/17	SYBLEHOPP 10/17		Supplies Stephanie S	8-27-100-411-156600-019-000000-2	326 .48
	0100001108	11/07/17	SYBLEHOPP 10/17		Articulation Assessment	8-27-100-411-156600-019-000000-2	
	0100001108	11/07/17	SYBLEHOPP 10/17		Kit-Speech Dept	8-27-100-411-156600-019-000000-2	
	0100001108	11/07/17	SYBLEHOPP 10/17		Autism Conference Dec 7th	8-27-100-313-158000-019-000000-2	590 .00
	0100001108	11/07/17	SYBLEHOPP 10/17		Book pockets and book cards	8-10-800-434-222200-019-000000-2	51 .32
	0100001108	11/07/17	SYBLEHOPP 10/17		for library		
	0100001108	11/07/17	SYBLEHOPP 10/17		Air Filters Rooftop Units,	8-10-100-324-253000-019-000000-2	431 .64
	0100001108	11/07/17	SYBLEHOPP 10/17		Gym, Duplex		
	0100001108	11/07/17	SYBLEHOPP 10/17		Door Mats, West Mops, Dust	8-10-100-323-253000-019-000000-2	112 .82
	0100001108	11/07/17	SYBLEHOPP 10/17		Mops/Cleaning		
	0100001108	11/07/17	SYBLEHOPP 10/17		Insect Treatment/Spot Treat	8-10-100-323-253000-019-000000-2	32 .00
					Areas		
						Check Total	2,900 .26
						Vendor Total	2,900 .26
KYLES CONSULTING	114953						
	0100001110	11/07/17	SYBLEHOPP 10/17		October SBS/MAC Fee	8-27-800-310-223300-019-000000-2	900 .00
	0100001121	11/14/17	SYBLEHOPP 9/17		September SBS/MAC Fee	8-27-800-310-223300-019-000000-2	900 .00
						Check Total	900 .00
						Vendor Total	1,800 .00

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**SYBLE HOPP SCHOOL**

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**Vendor Detail Report**

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endor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
AMERS BUS LINES INC	104534	11/07/17	520733		Transportation Ashwaubenon Lanes	8-27-100-341-2556750-011-000000-2	35.32
0100001111					November Route Transportation	8-27-100-341-2556750-011-000000-2	35.32
0100001116	11/07/17		520660			Check Total	34,982.96
0100001122	11/14/17		521519		Transportation Ashwaubenon Lanes	8-27-100-341-2556750-011-000000-2	41.07
0100001122	11/14/17		521520		Transportation Ashwaubenon Lanes	8-27-100-341-2556750-011-000000-2	30.80
0100001122	11/14/17		521521		Transportation Ashwaubenon Lanes	8-27-100-341-2556750-011-000000-2	31.10
0100001122	11/14/17		62357		October Transportation ILP	8-27-100-341-2556750-011-000000-2	979.00
0100001122	11/14/17		521395		Labor HUB Damp/Squeeking	8-27-100-324-255510-011-000000-2	80.00
0100001122	11/14/17		521395		Engine/Odometer Repair HUB Damp/Squeeking	8-27-100-324-255530-011-000000-2	24.58
0100001122	11/14/17		62358		Engine/Odometer October Transportation TL	8-27-100-341-2556750-011-000000-2	1,099.80
0100001122	11/14/17		62373		October Transportation	8-27-100-341-2556750-011-000000-2	877.63
0100001127	11/17/17		521786			Check Total	3,381.98
0100001127	11/17/17		521787		Transportation Ashwaubenon Lanes	8-27-100-341-2556750-011-000000-2	106.56
0100001127	11/17/17		521788		Transportation Ashwaubenon Lanes	8-27-100-341-2556750-011-000000-2	30.80
0100001127	11/17/17		522047		Transportation to Marq-Trick Or Treat Denmark October	8-27-100-346-2556750-011-000000-2	100.67
0100001127	11/17/17		522047		Transportation EDP Oct Transportation-Friday	8-27-101-341-2556750-011-000000-2	4,796.22
0100001127	11/17/17		522047		EDP October Transportation M-TH	8-27-101-341-2556750-011-000000-2	629.04
0100001127	11/17/17		522047		WDP October Transportation	8-27-101-341-2556750-011-000000-2	5,275.12
0100001127	11/17/17		522047		October Syble Hopp Transportation	8-27-100-341-2556750-011-000000-2	3,361.08
0100001127	11/17/17		522047			Check Total	14,651.14
B-COR DISTRIBUTING LLC	106583		003126		Vendor Total	28,950.63	67,350.89
0100001117	11/07/17		20	Bags of Ice Melt	8-10-100-411-253000-019-000000-2	165.80	
					Check Total	165.80	
					Vendor Total	165.80	165.80

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**SYBLE HOPP SCHOOL**  
 Vendor Detail Report

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Vendor Standard	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
INSURANCE CO	113009	11/07/17	1601660001	11/17	ST PT	8-27-100-252-218200-011-000000-2	57.00
		11/07/17	1601660001	11/17	LT Maintenance	8-10-100-251-253100-019-000000-2	10.43
		11/07/17	1601660001	11/17	LT PT	8-27-100-251-218200-011-000000-2	34.33
		11/07/17	1601660001	11/17	ST Nurse	8-27-100-252-214400-011-000000-2	39.79
		11/07/17	1601660001	11/17	LT Nurse	8-27-100-251-214400-011-000000-2	23.83
		11/07/17	1601660001	11/17	ST SW	8-27-100-252-212100-011-000000-2	51.93
		11/07/17	1601660001	11/17	LT SW	8-27-100-251-212100-011-000000-2	31.10
		11/07/17	1601660001	11/17	ST Secretary	8-27-800-252-223300-019-000000-2	11.97
		11/07/17	1601660001	11/17	ST Dir Spec Ed	8-27-800-252-223300-011-000000-2	114.00
		11/07/17	1601660001	11/17	ST Int OT	8-27-101-252-218100-011-000000-2	57.00
		11/07/17	1601660001	11/17	ST Int EC Aide	8-27-101-252-159120-011-000000-2	12.77
		11/07/17	1601660001	11/17	ST Int CD Teacher	8-27-101-252-158000-011-000000-2	290.60
		11/07/17	1601660001	11/17	ST Int S/L	8-27-101-252-156600-011-000000-2	57.00
		11/07/17	1601660001	11/17	ST Int EC Teacher	8-27-101-252-152000-011-000000-2	197.80
		11/07/17	1601660001	11/17	ST OT	8-27-100-252-218100-011-000000-2	83.00
		11/07/17	1601660001	11/17	ST Specialty Teacher	8-27-100-252-159300-011-000000-2	72.45
		11/07/17	1601660001	11/17	ST CD Aide	8-27-100-252-159150-011-000000-2	489.17
		11/07/17	1601660001	11/17	ST EC Aide	8-27-100-252-159120-011-000000-2	8.66
		11/07/17	1601660001	11/17	ST CD Teacher	8-27-100-252-158000-011-000000-2	843.01
		11/07/17	1601660001	11/17	ST S/L	8-27-100-252-156600-011-000000-2	225.09
		11/07/17	1601660001	11/17	ST EC Teacher	8-27-100-252-152000-011-000000-2	35.17
		11/07/17	1601660001	11/17	ST Accounting	8-10-800-252-252000-019-000000-2	57.00
		11/07/17	1601660001	11/17	ST Maintenance	8-10-100-252-253100-019-000000-2	17.41
		11/07/17	1601660001	11/17	LT Secretary	8-27-800-251-223300-019-000000-2	7.16
		11/07/17	1601660001	11/17	LT Dir Spec Ed	8-27-800-251-223300-011-000000-2	86.66
		11/07/17	1601660001	11/17	LT Int OT	8-27-101-251-218100-011-000000-2	34.42
		11/07/17	1601660001	11/17	LT Int Aide	8-27-101-251-159150-011-000000-2	9.90
		11/07/17	1601660001	11/17	LT Int EC Aide	8-27-101-251-159120-011-000000-2	16.53
		11/07/17	1601660001	11/17	LT Int CD Teacher	8-27-101-251-158000-011-000000-2	7.65
		11/07/17	1601660001	11/17	LT Int S/L	8-27-100-251-156600-011-000000-2	174.00
		11/07/17	1601660001	11/17	LT Int EC Teacher	8-27-100-251-152000-011-000000-2	120.70
		11/07/17	1601660001	11/17	ST Int Aide	8-27-101-114-159150-011-000000-2	505.37
		11/07/17	1601660001	11/17	ST Int OT	8-27-100-251-158000-011-000000-2	137.28
		11/07/17	1601660001	11/17	LT Specialty Teacher	8-27-100-251-159300-011-000000-2	43.37
		11/07/17	1601660001	11/17	LT CD Aide	8-27-100-251-159150-011-000000-2	292.91
		11/07/17	1601660001	11/17	LT EC Aide	8-27-100-251-159120-011-000000-2	5.18
		11/07/17	1601660001	11/17	LT CD Teacher	8-27-100-251-158000-011-000000-2	505.37
		11/07/17	1601660001	11/17	LT S/L	8-27-100-251-156600-011-000000-2	21.05
		11/07/17	1601660001	11/17	LT EC Teacher	8-27-100-251-152000-011-000000-2	41.47
		11/07/17	1601660001	11/17	LT Accounting	8-10-800-251-252000-019-000000-2	
					Check Total		4,408.71
					Vendor Total		4,408.71

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**SYBLE HOPP SCHOOL**

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**Vendor Detail Report**

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endor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
UPERIOR CHEMICAL CORPORATION	107771	11/07/17	175895	Lubricant, Adhesive Spray, Lube	8-10-100-411-253000-019-000000-2	406.12	
					Check Total		406.12
0100001128	11/17/17	177150	Cleaner Disinfect Wipes	8-10-100-411-253000-019-000000-2	376.80		
					Check Total		376.80
					Vendor Total		782.92
)S METROCOM	107847	11/14/17	9203364367	Phone Service 11-10-12-09-17	8-10-100-355-263300-019-000000-2	115.07	
					Check Total		115.07
					Vendor Total		115.07
TEET GAROT MECHANICAL INC	108187	11/07/17	53540	2017-2020 Preventive Maintenance Pgml	8-10-100-323-253000-019-000000-2	7,754.00	
					Check Total		7,754.00
					Vendor Total		7,754.00
ST DE PERE SCHOOL DISTRICT	108893	11/14/17	SYBLEHOPP 9/17	September Meals	8-50-800-310-257100-000-000000-2	5,457.00	
		11/14/17	SYBLEHOPP 10/17	October Meals	8-50-800-310-257100-000-000000-2	6,316.35	
					Check Total		11,773.35
					Vendor Total		11,773.35
DEPT OF JUSTICE	109010	11/07/17	G2841	10/17	October Background Checks	8-27-800-310-230000-019-000000-2	91.00
					Check Total		91.00
					Vendor Total		91.00
SCONSNIN PUBLIC SERVICE	109151						
0100001115	11/07/17	2249194861-0000C	Syble Hopp Gas Usage	8-10-100-331-253300-019-000000-2	38.519		
0100001115	11/07/17	2249194861-0000C	Garage Utilities	8-10-100-336-253300-019-000000-2	34.03		
0100001115	11/07/17	2249194861-0000C	Duplex Utilities for	8-27-100-999-158000-019-000000-2	102.20		
0100001115	11/07/17	2249194861-0000C	October				
			Syble Hopp Electric Charges	8-10-100-336-253300-019-000000-2	4,810.91		
				Check Total	5,332.33		
				Vendor Total	5,332.33		
				Grand Total	103,668.71		